



COUNTY OF LOS ANGELES
OFFICE OF THE COUNTY COUNSEL

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

22 December 20, 2011

Sachi A. Hamai

SACHI A. HAMAI
EXECUTIVE OFFICER

December 20, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**THE OFFICE OF COUNTY COUNSEL: RECOMMENDATION TO AUTHORIZE THE EXTENSION
OF COUNTY CONTRACT NO. 75741 WITH SOUTHERN CALIFORNIA MESSENGERS FOR
DAILY MESSENGER AND AS-NEEDED COURT FILING SERVICES**

SUBJECT

Authorize the County Counsel or her designee to execute an amendment to County Contract No. 75741 (Services Agreement) with Southern California Messengers to extend the term of the Services Agreement to February 29, 2012, with the option to further extend the term of the Services Agreement for up to two (2) one month renewal periods.

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize the County Counsel or her designee to execute an amendment to County Contract No. 75741 (Services Agreement) with Southern California Messengers to extend the term of the Services Agreement to February 29, 2012, with an option to further extend the term of the Services Agreement for up to two (2) one month renewal periods.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Under Services Agreement No. 75741 (Services Agreement) Southern California Messengers, this vendor provides the County Counsel with daily messenger and as-needed court filing services. The Services Agreement expires on December 31, 2011.

In March 2011, the County Counsel issued a Request for Proposals soliciting proposals from vendors to provide these services. The County Counsel has received proposals and is in the process of selecting a vendor, but will not be able to finalize and recommend a contract to you

Board prior to the expiration of the Services Agreement on December 31, 2011.

In June 2011, the Board approved extension of this Services Agreement to August 31, 2011 with the option to further extend the term of the Services Agreement for up to four (4) one month renewal periods. However, we are unable to complete the solicitation process by December 31, 2011. During the evaluation process, we received a variety of responses for the proposed cost proposals, which made it impossible to conduct a proper cost evaluation or price comparison. As a result, we had to amend the proposed pricing schedule and extend the submission deadline for prospective proposers.

These services are necessary to ensure the department's ability to provide services to our clients. It would be detrimental to the County Counsel if the Services Agreement expires prior to when the department is able to recommend a contract to your Board. In approving the recommended action, the Board is authorizing County Counsel or her designee to extend each Services Agreement to allow Southern California Messengers to continue to provide these services while County Counsel concludes the solicitation process.

FISCAL IMPACT/FINANCING

With Board approval, the Services Agreement will be extended to February 29, 2012, with the option to further extend the term of the Services Agreement for up to two (2) one month renewal periods. Under the extended agreement, Southern California Messengers expenditures are estimated to be \$15,056.96 till February 29, 2012 and \$22,305.00 if the two (2) one month renewal periods are exercised, which is based on charge per as-needed court filing.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The term of the Services Agreement will end on December 31, 2011. The extension is necessary to meet the emergent need of the County Counsel's staff and to allow the department time to complete its solicitation process.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This action is anticipated to have no impact on current services.

CONCLUSION

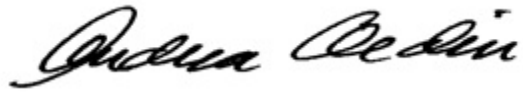
Upon Board approval, the Executive Office, Board of Supervisors, is requested to return one adopted stamped Board letter to the County Counsel.

The Honorable Board of Supervisors

12/20/2011

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrea Sheridan Ordin". The signature is fluid and cursive, with the first name "Andrea" being more prominent than the last name.

ANDREA SHERIDAN ORDIN

County Counsel

ASO:vs

c: William T Fujioka
Chief Executive Officer

Sachi A. Hamai, Executive Officer
Board of Supervisors